

REPORT of the regular monthly meeting of the OAK BAY PARKS, RECREATION & CULTURE COMMISSION held on Wednesday, November 2, 2016 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

Sandi Piercy, Chair
Linda Allen
Victor Lotto
Jim Hoffman
Alison Davis
Councillor Braithwaite

Staff:

Ray Herman, Director, Parks, Recreation & Culture
Janet Barclay, Manager Recreation & Culture
Grant Brown, Manager Administrative Services
Chris Hyde-Lay, Manager Parks Services
Mandi Krieger, Executive Assistant

Regrets: Matt Fairbarns, Darlene Therrien, Monty Holding, Ann Wilmut.

The meeting was called to order at 7:15pm.

I. ADOPTION OF AGENDA

Moved by Victor Lotto, Seconded by Jim Hoffman THAT THE AGENDA BE ADOPTED AS PRESENTED.

Carried

II. MINUTES Commission (2016-10-05)

Moved by Jim Hoffman, Seconded by Alison Davis, THAT THE MINUTES OF THE OCTOBER 5, 2016 REGULAR MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADOPTED.

Carried

III. PUBLIC PARTICIPATION

None.

IV. CORRESPONDENCE

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

Beach Seine Net Event Request (2016-10-26)

The Friends of Uplands Park and the Royal BC Museum requested approval to hold a Beach Seine event on December 12, 2016 at Willows Beach. The event would involve dragging a seine net from the ocean on to the shore to temporarily capture sea creatures. Experts from the Royal BC Museum would be on hand to educate the attendees as to the sea life that is witnessed in the net.

Moved by Linda Allan, Seconded by Jim Hoffman THAT THE COMMISSION APPROVE THE REQUEST FROM THE FRIENDS OF UPLANDS PARK AND THE ROYAL BC MUSEUM TO HOLD A BEACH SEINE NET EVENT AT WILLOWS BEACH ON DECEMBER 12, 2016 FROM 7:30PM TO 9:30PM.

Manager, Parks Services will inform the organizers that a park permit, as well as proof of liability insurance, will be required for the event.

VII. REPORTS

Program/Parks Reports

Manager, Recreation & Culture reported that the voting for the public art is now closed and results are being compiled. Nominations for the Oak Bay's Acorn Arts Award are being accepted until December 31st, 2016.

Personnel Report

The regular part time position of Arts & Culture Programmer has been filled. The position of Administrative Assistant will be posted in the New Year as the incumbent will be retiring at the end of November.

Finance Report

September 2016, Month End Statement

	<u>2016</u>	<u>%</u>	<u>2015</u>	<u>%</u>
YTD Revenue at month end	\$6,403,778	81.96	\$6,018,305	82.56
YTD Expenditures at month end	\$8,945,405	74.97	\$8,421,945	74.22
YTD Net Expenditure at month end	\$2,541,627	61.71	\$2,403,640	59.23
YTD Net Expenditure at month end (adj.)	\$2,501,095	60.73	\$2,403,640	59.23

Moved by Alison Davis, Seconded by Jim Hoffman THAT THE REPORTS BE RECEIVED.

Carried

Budget Report

Staff gave Commission members an overview of the 2016 Projectional and 2017 Provisional Budget, as well as an update on the 2016 Capital projects.

The Parks, Recreation & Culture Department staff are projecting a net operating expenditure of \$3,978,810 which is 3.39% or \$139,634 less than the approved net budget of \$4,114,444.

The 2017 Parks, Recreation & Culture Department's net operating budget request is for \$4,006,516 which is \$111,928 or 2.72% decrease over the 2016 approved budget.

Moved by Victor Lotto, Seconded by Jim Hoffman THAT THE COMMISSION ENDORSE THE 2017 PROVISIONAL BUDGET AS PRESENTED AND THAT IT BE FORWARDED TO COUNCIL.

Carried

Moved by Linda Allan, Seconded by Alison Davis THAT THE 2017 PROPOSED FEES & CHARGES BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

Moved by Alison Davis, Seconded by Victor Lotto THAT THE COMMISSION ENDORSE THE 2017 PROPOSED CAPITAL REQUESTS AS PRESENTED AND THAT THEY BE FORWARDED TO COUNCIL.

Carried

VIII. ADJOURNMENT

Moved by Alison Davis, Seconded by Jim Hoffman THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED.

Carried

The regular meeting was adjourned at 8:50 pm.